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MASSACHUSETTS

GENERAL HOSPITAL.

BY-LAWS,

RULES AND REGULATIONS,

ACTS AND RESOLVES.

BOSTON:

1858.

J. H. EASTBURN'S PRESS.







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B Y - L A W S  
OF  
THE CORPORATION.

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ART. 1. The Corporation shall be composed of the persons named in the "Act incorporating certain persons by the name of the Massachusetts General Hospital;" of all persons who have been or may be Trustees; of such persons who have been, or may be, at any legal meeting of the Corporation, nominated, and elected members by ballot at the same or any other legal meeting; and of all such persons as have given or subscribed, or may give or subscribe, one hundred dollars and upwards, or any article or property of the value of one hundred dollars and upwards to the Institution: and each member shall be entitled to one vote.

ART. 2. There shall be a meeting of the Corporation on the fourth Wednesday of January in every year, to be called the Annual Meeting, at which the following officers shall be chosen by ballot, viz.: a President, Vice-President, eight Trustees, a Treasurer, and a Secretary, to serve one year, and until others shall be chosen and qualified in their stead.

ART. 3. Notice of the annual meeting shall be given by the Secretary in one or more newspapers printed in Boston at least fourteen days previous to the day of meeting: *provided*, that any meeting may be continued by adjournment from time to time, until the business thereof shall be accomplished; the Secretary giving at least one day's notice of the time and place of said adjournment in a newspaper printed in Boston.

ART. 4. There shall be two separate departments of the Institution, the one to be called "The Hospital," and the other "The McLean Asylum for the Insane;" into which respectively shall be admitted all such sick, lame, wounded, and insane persons, as the Board of Trustees or their authorized committees shall from time to time determine to be fit subjects therefor ; and it being the design of the Institution to afford the most extensive relief, and as far as possible to reach the necessities of every class of persons, the benefits of it shall be administered to all who stand in need, at as low a rate as practicable.

ART. 5. The President shall preside at all meetings at which he may attend, and shall have power to order special meetings, whenever in his opinion it may be expedient ; the Secretary giving at least three days' notice of such special meetings, in one or more of the newspapers printed in Boston.

ART. 6. The Vice-President, in the absence of the President, shall preside at all meetings which he may attend ; and in the absence of the President, may order special meetings, with like notice, whenever in his opinion it may be expedient.

ART. 7. The Treasurer shall give bonds with sureties, to be approved by the Committee on Finance, in a sum not less than \$20,000, conditioned for the faithful discharge of his duties. He shall receive and have the custody of all moneys, bonds, notes, deeds, and other securities belonging to the Corporation, which he shall keep and manage under the direction and control of the Board of Trustees, or their Committee of Finance. He shall pay no moneys but by order of the Board of Trustees, or of their committees duly authorized by the Board to draw on him therefor, or for the regular salaries of the officers of the Institution. He shall render

an account of the state of his books, and of the funds and property in his custody, when called for by the Trustees or Corporation; and he shall make up the accounts to the last day of December in each year; which accounts shall be laid before the Corporation at their annual meeting, together with a report thereon, and upon the general state of the Institution, by a Committee of the Trustees, to be seasonably chosen by them for that purpose. On the payment, when due, of any debt secured by mortgage, the Treasurer is authorized to acknowledge satisfaction thereof, and discharge the same on the margin of the record.

ART. 8. The Trustees herein directed to be annually elected, together with four others, to be appointed agreeably to the act of incorporation, by the Board of Visitors, shall constitute a Board for the immediate management of all the property and concerns of the Institution. They shall meet at least as often as once a month, at such time and place as they shall by vote determine, or as their Chairman shall direct; and all questions which shall come before the Board shall be determined by a majority of the Trustees present and voting thereon. They shall have power to take any measures which they may deem expedient for encouraging subscriptions, donations and bequests to the Corporation;—to petition the Legislature for any additional grants or privileges, and for such amendments and alterations of the several acts relative to the Corporation, as they may think advisable;—to take charge of and watch over the general interests and concerns of the Institution;—to enter into, and bind the Corporation by, such compacts and engagements as they may deem advantageous;—to fill any vacancy that may occur, between the annual meetings of the Corporation, either in the office of Treasurer or Sec-

retary;—to appoint annually or otherwise, all proper and necessary physicians, surgeons, officers, assistants, and servants, for the superintendence and management of the respective departments, with such salaries and allowances as they may from time to time fix and determine;—to make such rules and regulations for the government of the said physicians, surgeons, officers, assistants, and servants, and for the admission of patients, and the well-ordering and conducting the respective departments of the Institution, as to them may seem proper and expedient: *provided, however,* that the said rules and regulations shall at all times be subject to be altered or amended by the Corporation at their annual meeting, or at any legal meeting specially called for that purpose.

They shall cause a fair record of all their doings to be kept, which shall be laid before the Corporation at every meeting thereof; and at every annual meeting they shall make a written report on the Treasurer's accounts, and on the general state of the Institution, comprising a statement of the number of patients admitted and discharged during the year at each department, and an account of the receipts and expenditures in each department; and for this purpose they shall, at some previous meeting, appoint a Committee of the Board.

ART. 9. The Secretary shall notify and attend all meetings of the Corporation and of the Board of Trustees, and shall keep a distinct record of the doings of each. He shall keep a record book in which shall be entered such extracts from all wills devising or bequeathing any property to the Corporation as affect the Institution. He shall also audit the accounts of the Institution, and shall be sworn to the faithful performance of his duties.

RULES AND REGULATIONS  
FOR  
THE HOSPITAL.

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ADOPTED 1858.

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CHAPTER I.

APPOINTMENT OF OFFICERS OF COMMITTEES, AND OF MEETINGS  
OF TRUSTEES.

ART. 1. The Board of Trustees shall annually, at their first meeting after the annual meeting of the Corporation, choose by ballot three practitioners in Physic, and three in Surgery, who shall constitute a Board of Consultation; whose duty it shall be, whenever officially called upon by the Trustees, or the Medical or Surgical Officers, to render such advice as they may deem most for the true interest of the Institution.

ART. 2. The Trustees shall also, at said meeting, elect a Resident Physician, Steward, six Physicians, six Surgeons, a Physician to Out-door patients, a Chemist, and a Curator of the Pathological Cabinet; all of whom shall hold their respective offices during the pleasure of the Trustees, and until others shall have been chosen and qualified in their stead.

ART. 3. At said meeting, or whenever in their opinion it is expedient, the Board of Trustees may appoint any other officer or officers, with such duties as they may prescribe.

ART. 4. At said meeting, the Board of Trustees shall appoint the six following Standing Committees, and such other as they may deem advisable, viz.:

A Visiting committee, to consist of two Trustees for each month in the year, and so composed that whilst every Trustee shall serve for two months, one Trustee shall go out each month.

A committee on Finance, who shall advise and direct the Treasurer in all cases of investment of money, examine from time to time the Record Book of Bequests to the Hospital kept by the Secretary of the Corporation, and have the general charge and superintendence of the pecuniary affairs of the Institution.

A committee on Accounts, who shall have the general direction and oversight of the purchases and expenditures on behalf of the Hospital, approve all bills, vouchers, and drafts on the Treasurer, examine the books and accounts of the Steward every month, and with the assistance of the Secretary, audit, and certify to the correctness of, his quarterly and yearly financial statements to the Board of Trustees, in season for their regular meetings.

A committee on Free Beds, whose duty it shall be to call on subscribers to renew their annual subscriptions, to solicit new subscriptions, and to report the names of all subscribers to the Treasurer.

A committee on the General Library and the Warren Fund, who shall have charge of the Library, and be authorized to expend and draw on the Treasurer for any sums which the Trustees may, from time to time, appropriate for the purpose of increasing it, and shall annually report their doings in regard to the same, with a statement of the number of volumes on hand, and in case of any loss, of the number and titles of the books which are missing; and who, with the income deriv-

ed from said Fund, which shall be subject to their order, shall, agreeably to the directions of the donor, purchase religious and moral publications for the use of the patients, and report, annually, a list of the books which they have purchased, with their titles and cost, and the manner in which they have been disposed of.

A committee on the Book of Donations, who shall enter in the same all Donations, Bequests, Devises, and Subscriptions to Free Beds, which have been received during the year.

ART. 5. There shall be a Quarterly Meeting of the Board of Trustees at the Hospital on the Fridays preceding the third Wednesdays of January, April, July, and October, at 3½ o'clock, P. M., or on such other days in said months as they or their Chairman shall direct, for the purpose of examining into the general state of the Hospital; and at this meeting all reports, books of accounts, and minutes relative to the Hospital shall be laid before the Board.

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## C H A P T E R I I.

### VISITING COMMITTEE.

ART. 1. The Visiting Committee shall meet at least once in every week at the Hospital, on such day and hour as they shall appoint; and in case either of those to whom this duty shall belong shall be unable to attend, he shall procure some other Trustee, or Officer of the Corporation to attend in his place. They shall

visit the wards weekly, and the other parts of the establishment as often as it may seem to them desirable. They shall at each visit receive from the Resident Physician a list of the patients, and shall see each of them if practicable. The Committee in their visits to the rooms, wards, and other parts of the house, shall not, unless at their own request, be accompanied by any of the officers or attendants of the Hospital. They shall examine carefully the state of every part of the establishment, and ascertain whether its officers and attendants fulfil their duties faithfully and humanely.

ART. 2. The Visiting Committee, when patients are admitted to the Hospital according to the regulations contained in Chapters IV. and XII., shall require an obligation with surety, in such form as the Trustees shall from time to time prescribe, for the payment of board, medical attendance, medicine, charges in case of death or removal, damages wantonly done to the buildings or furniture, and all other expenses incurred for the patient; or they may receive such security in money as they may deem sufficient, the sum, except in special cases, not to be less than the amount of five weeks' board. And if a corporate town in this Commonwealth be principal, the obligation may be signed by any Overseer of the Poor of said town, who shall file with the obligation a certified copy of a vote authorizing him to execute the same.

ART. 3. The Visiting Committee shall keep a book of minutes at the Hospital, common to all the Committees in succession, in which shall be entered at each weekly visit the names, terms of admission, and suitable descriptions of all persons by them admitted, received, removed, and all who have died or been discharged, or have in any way left the Hospital; and all other business which shall come before them; which book shall

be laid before the Board of Trustees at their quarterly meetings at the Hospital.

ART. 4. The Visiting Committee may, from time to time, on the recommendation of the Physicians and Surgeons, continue the time of patients for two weeks, or place them temporarily on free beds, subject to the action of the Trustees at their next meeting; and they shall give such orders and establish such regulations from time to time, (which it shall be their duty to record) as they may think proper to effect the objects of the Institution; *provided* the same be not repugnant to the By-laws of the Corporation, or to the Rules and Regulations of the Board of Trustees.

ART. 5. They may direct the Resident Physician to give relief in money or clothes, to any patient when discharged, who from extreme poverty or distress may need the same.

ART. 6. The Visiting Committee may at any time require the Resident Physician to report the names of applicants for admission before admitting them, and may dismiss any patient whom they think improperly admitted, or alter the terms of admission.

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### C H A P T E R I I I.

#### PHYSICIANS AND SURGEONS.

ART. 1. During alternate terms of four months in each year, two Physicians and two Surgeons shall have the care of the patients, who shall be assigned to them by the Resident Physician as follows. All medical and

surgical cases, as they are admitted during the year, shall be assigned alternately to the attending officers; and no preference is to be given to any one of them, except it be during the term of the Lectures at the Medical College; when, if either of the Attending Physicians or Surgeons is a Professor of the College, it shall be the duty of the others to acquiesce in such arrangements as may be thought most advantageous for the Students then attending the Lectures at the Hospital or College.

The two Attending Physicians and Surgeons, may be allowed respectively to exchange patients with each other, when moved to do so by any important considerations. Each officer shall have the exclusive control and care of all the patients assigned to him, and each shall render to the other such assistance as may be desired, and if either be prevented by any cause from performing his duties, they shall be performed by his associate, by some one of the other Attending Physicians or Surgeons, by the Resident Physician, or by the Physician to Out-door Patients, as may be respectively arranged by him. Their directions in regard to the patients shall be complied with by all the officers and attendants, so far as they may be consistent with the rules and regulations established by the Board of Trustees, or with the directions of the Visiting Committee.

ART. 2. The Attending Physicians and Surgeons respectively, shall each week report in writing the names of such patients as they think should be discharged or retained after the expiration of their time. They shall take notice of everything which occurs within the building, that in their judgment is detrimental to the health or comfort of the patients, inconsistent with the rules and regulations, or adverse in

any way to the best interests of the establishment, and report the same to the Visiting Committee, or to the Trustees.

ART. 3. No persons, excepting Physicians and Surgeons of the City of Boston, in good standing, and their Students, shall be admitted to the clinical practice or surgical operations of the Hospital, without exhibiting to the Resident Physician a ticket of admission from one of the Attending Physicians or Surgeons, or from some person authorized to give such ticket by the Board of Trustees, in the manner hereinafter prescribed. Physicians and Surgeons of good standing in the City of Boston, shall have the power of admitting, by ticket, students under their tuition to see the medical and surgical practice of the Hospital, whenever authorized thereto by the Board of Trustees; it being understood that each Physician and Surgeon is to be responsible for the good behavior of his own students, and that the Board may refuse to grant authority, or take it away, whenever the interests of the Hospital shall seem to them to require it. These tickets for students are to be signed by the several Physicians or Surgeons under whom they study, and must be exhibited to the Resident Physician before admission.

The past and present Physicians and Surgeons, and the past Admitting Physicians, are authorized to issue such tickets of admission to their respective students.

Practising Physicians and Surgeons of regular standing shall be permitted to visit the Hospital on making themselves known to the Attending Physicians or Surgeons, or, in case of their absence, to the Resident Physician; but they are not to examine the patients or make any observations upon their medical or surgical treatment, except in the presence and at the request of

some one of the several Physicians or Surgeons attached to the Hospital.

ART. 4. In any critical or capital case, when in their judgment the interests of the Institution require, the Attending Physicians and Surgeons shall call upon the Board of Consultation for advice.

ART. 5. They shall nominate to the Board of Trustees eight persons from the applicants, if there be so many whom they deem to be suitable, for the office of House-Pupils, two of whom shall be chosen to fill the offices of Medical, and two, those of Surgical House-Pupils.

ART. 6. They shall, with the previous knowledge and consent of the Steward, perform all autopsies except those made by the Curator, and each officer present at the same shall be responsible that they are conducted and finished in a decent and proper manner.

ART. 7. They shall keep in each of the two departments, of medicine and of surgery, a book in which shall be recorded under their direction in appropriate columns, the name of each patient, the date of his or her admission, removal, discharge, elopement or death, and the name of each patient's disease; and in case of a discharge of a patient, the state of the patient at the time, that is, whether well, relieved, or much relieved, with such remarks on each case as they may deem useful. At the end of each quarter a recapitulation shall be added in these record books, stating the number of patients under the care of the Physicians or Surgeons respectively, at the beginning of the quarter, the number received during the quarter, the number of those who have died, of those who have been discharged, of those who have eloped, and of those who remain at the end of the quarter. They shall also report to the Trustees, whenever they see occasion, on

the general state and condition of the Hospital, its officers and attendants, and shall suggest such improvements as to them may appear advisable.

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## C H A P T E R I V.

### RESIDENT PHYSICIAN.

ART 1. There shall be a Resident Physician, who shall be chosen annually, in the month of January, by the Trustees. He shall be of good standing and character in his profession, and shall have had an experience of at least five years in the same.

ART. 2. He shall reside in the house, and, subject to the Trustees, shall have the immediate charge and superintendence of the Medical and Surgical Department of the house, except the treatment of the patients, and be responsible for its proper arrangement, discipline and conduct; overseeing its various parts, adapting them to each other, enforcing a strict observance of the rules and regulations, observing and correcting all ill conduct, negligence or want of skill in his subordinates, and, by his attention and fidelity, producing everywhere a systematic, economical, humane and efficient administration.

ART. 3. He shall, under the direction of the attending Physicians and Surgeons, have the entire charge and control of the House-Pupils, who shall at all times implicitly obey his directions, and it shall be his duty to see that they comply with the prescriptions and orders of the Physicians and Surgeons of the Hospital, in relation to the treatment of the patients.

ART. 4. He shall have a general oversight and superintendence of the Apothecary's Shop; shall see that the same is neatly kept, and duly and economically supplied; that the drugs and medicines are promptly and correctly prepared, and that order and system are at all times preserved.

ART. 5. He shall have the charge and custody of all surgical instruments and apparatus of every kind, and shall be responsible for their use and safe keeping. And, for this purpose, he shall make a true and perfect inventory of the same, in a book to be kept in the Hospital, with an estimate of their value; and, from time to time, as new articles are purchased, he shall enter them severally in said book, with the date of purchase, their cost, and the party from whom they were procured. And whenever any articles are lost, stolen, or worn out, the same shall be entered and so described in said book, and the sums for which they were purchased duly entered and charged off on the credit side of said account. He shall, under the directions of the Trustees, purchase all surgical instruments, lint, bandages, and apparatus, required for the use of the Hospital.

ART. 6. It shall be his duty to admit patients to the Hospital; and when applicants cannot attend personally at the house, the Physician for Out-door patients, who shall receive a suitable compensation therefor, shall visit them at their residences. He shall decide, subject to the rules and orders, from time to time, made by the Trustees, in regard to the propriety of the admission of every applicant, and the rate at which he shall be charged for board, the same not being less than the lowest rate prescribed by the Trustees. And if any free beds are unoccupied, he may grant admission to them in such cases as he shall think proper. He shall keep,

in a book, a complete list of the date, name, birthplace, place of abode and disease of every applicant, and if admitted, on what terms ; and this list, which shall be kept in a tabular form, and exhibit a tabular summary for each quarter, shall be open to the inspection of the Trustees, Physicians and Surgeons.

The Visiting Committee, however, shall have the power, at any time, to require him to report to them the names of applicants, before admitting them ; and they may dismiss any patient whom they think improperly admitted, or alter the terms of admission. And any Trustee, or either of the Physicians or Surgeons of the Hospital, may, in case of emergency, send a patient, in the first instance, to the Hospital by a written permit ; and the Visiting Committee shall, on the certificate of one of the medical officers, decide, as soon as may be afterwards, whether such patient shall remain, and shall fix the terms of board.

ART. 7. He shall receive the patients into the Hospital on their admission. It shall be his duty to appoint for each patient the ward and the bed he or she shall occupy, and to change the same from time to time as occasion may require, but subject always, in this respect, to the orders of the Physicians and Surgeons under whose care the patient may be.

ART. 8. If, after admission, any patient is suspected of being affected with small pox, or other contagious disease, he may, in the absence of the Physicians and Surgeons, decide upon the case ; and at once remove from the ward, or discharge from the Hospital, such patient. And whenever patients misbehave, or violate any of the standing rules of the house, he may, if he think proper, remove or discharge them ; but in all such cases, it shall be his duty to report such removal

or discharge to the Visiting Committee, at their next visit.

ART. 9. He shall, daily, report to the Attending Physicians and Surgeons, for their action, in a book to be prepared for the purpose, the names of all paying patients whose time has expired, and of all free patients who have been in the house more than three weeks, with the date when they became free, and the wards which they occupy, which report he shall submit, weekly, to the Visiting Committee for their action; and at every quarterly meeting of the Trustees, he shall lay before them a list of all patients who have been in the house over three months.

ART. 10. He shall enter in the Visiting Committee's book of minutes the name, age, residence, and disease of each patient received or admitted; the rate of board, with the securities therefor; the time when received, removed, discharged, eloped or deceased, and whether well or relieved. He shall prepare a book, to be kept in the Trustees' room, in which shall be recorded all recommendations of the Physicians and Surgeons for the continuance of the time of free patients; and it shall be prepared in a tabular form, and shall contain the names of the patients, the date of their admission and of their becoming free, together with the recommendation for their continuance, signed by the parties proposing the same. He shall keep a register of the number of free beds, of the names of all subscribers to the same, and of all free patients. It shall be so arranged and revised as to show at one view the number of free beds, the number occupied, and the number vacant, on each day in the year; and shall, at all times, be open to the inspection of the Physicians and Surgeons, and the Trustees.

ART. 11. He shall, when required, report the condition of the patients to the Physicians and Surgeons, and shall see that the patients are properly prepared for their stated daily visits ; that the House-Pupils and other proper officers attend them in their walk, and that their prescriptions and orders are duly recorded, and faithfully and promptly carried out. He shall daily make an evening visit through all the wards ; at which times he shall ascertain if the medicines, diet, and other regimen have been properly administered and attended to. And, in cases of accident and of great emergency, when the Physicians or Surgeons are absent and cannot be obtained without injurious delay, he may order such prescriptions as the safety and comfort of the patient may seem to him, for the time being, to require.

ART. 12. He shall determine the number of regular nurses, night-watchers and ward-tenders, who may from time to time be required for the proper service of the several wards ; and, upon his recommendation, they shall be engaged, removed, and discharged by the Steward. He shall also, under the general direction of the Visiting Committee, and at the request of the attending Medical Officers, provide special nurses and night-watchers.

ART. 13. It shall be his duty to see that the nurses, night-watchers, and ward-tenders are intelligent, faithful, and kind in the discharge of their duties ; that the wards are clean, properly warmed and ventilated, and the beds and bedding sufficient and in nice order ; that there is no period of time when the patients are without proper attendants ; and, especially, that the nurses are in their several wards each morning, ready for duty, before the night-watchers leave the ward-rooms for the day. He shall also see that no unnecessary

noise or disturbance takes place in the wards and galleries, but that quiet and good order are at all times preserved. From time to time, and as frequently as may be expedient, he shall visit the wards at meal time, and ascertain that the food and diet of the patients are in conformity to the directions and orders of the Trustees, Physicians and Surgeons,—good of their kind, properly cooked, sufficiently hot, and becomingly served.

ART. 14. He shall prepare an order-book for each ward, in which shall be recorded, under appropriate headings, all orders for the supply of food and liquors and articles required in the wards for the use of either patients or nurses; and, when diet is ordered, the orders shall designate whether they are extra supplies to be added to the ordinary diet of the patients, or restricted supplies to be given as a substitute therefor. The Order-book shall be sent daily to the Steward, as soon as possible after the stated visits of the Physicians and Surgeons, and submitted to them and the Trustees whenever required. Whencever, in cases of emergency, it may be necessary to issue a special order, an entry of the same must be made at the same time in this book, and the order be marked as entered therein.

ART. 15. He shall make such provision for the religious worship, comfort and instruction of the patients as, with the concurrence of the Trustees, he may, from time to time, deem advisable; and when any patient is dangerously ill, he shall, at his discretion, inquire whether he desires to converse with any religious person, and, if so, shall invite the person named to attend.

ART. 16. He shall, upon the death of every patient, immediately give notice in writing of the fact to the Steward, in order that he may notify the family and

friends; and he shall cause the body to be properly laid out and conveyed to a room provided for the purpose, when and where it shall be in the custody of the Steward. He shall also make a regular return of the death to the City Registrar.

ART. 17. He shall see that no person, unless authorised under the rules and regulations, enters the wards, or the operating or lecture rooms, without his permission; and that no student or other person shall question or examine any patient, excepting by the permission and in the presence of the Physicians and Surgeons.

ART. 18. It shall be his duty to make a report in writing to the Trustees, at each of their quarterly meetings, of the conduct and condition of the medical and surgical department under his care during the preceding quarter; exposing all wants, defects, and negligences that may have come under his notice in relation to persons, matters, or things appertaining to the same, and suggesting any alteration or improvement therein, whether administrative, executive, or economical, that he may deem advisable. His report shall exhibit in tabular form the number of applications for admission which have been made to him during the preceding quarter, the sex and birthplace of the applicant, the number refused for want of room and for other causes, the number of free and of pay patients admitted, the number discharged, and the number on hand; also, the number of chronic cases in the house. His report shall, in addition, contain an account of the condition and value of the surgical instruments, lint, bandages, and other apparatus belonging to the Hospital, and of all purchases made during the preceding quarter; and also of the management and condition of the Apothecary's shop, with a statement of the quantity and cost

of the medicines and other articles which have been purchased therefor during the preceding quarter. In the month of January, yearly, he shall also make an annual report, embracing the above particulars.

ART. 19. He shall perform such other duties as the Physicians and Surgeons, with the approbation of the Visiting Committee, may request him to perform, and which the Trustees, from time to time, shall direct and require.

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## C H A P T E R V.

### HOUSE-PUPILS.

ART. 1. There shall be four House-Pupils, two for the medical and two for the surgical department, who shall be annually chosen from twice that number of applicants, if there be so many, to be nominated by the Physicians and Surgeons; and in case either of them is temporarily prevented by sickness or other cause from attending to his duties, he may, with the concurrence of the attending Medical Officers, procure a substitute for a period not exceeding one month.

ART. 2. They shall not leave the duties of their respective posts except in cases of urgent necessity, nor without having obtained permission from the Resident Physician; and in no case shall they make an exchange of their respective departments without the consent of the Medical Officers, and the approval of the Board of Trustees.

ART. 3. They shall not reside in the Hospital, but shall be present there on duty, each day, from 8 o'clock, A. M., till 8 o'clock, P. M., with a proper interval for meals and relaxation, unless otherwise ordered or permitted by the Resident Physician; and one pupil in each department shall sleep in the house during the first half of the year, and the other pupil in each department during the second half.

ART. 4. They shall be under the entire charge and control of the Resident Physician, subject to the direction of the Physicians and Surgeons of the Hospital during the time of their regular visits; and shall implicitly follow his instructions and directions.

ART. 5. It shall be their special duty to prepare the patients for the regular medical and surgical morning visits; to attend upon the Physicians and Surgeons at that time; to report the condition of the patients to them; to receive, record, and carry out their orders and prescriptions in respect to the treatment, diet, conduct, and exercise of the patients. They shall note important changes in the patients, and, if necessary, notify the attending Medical Officers thereof. When patients are admitted into the Hospital, they shall, in the absence of the Resident Physician, receive them, report their cases to him as soon as may be, and see especially that a bath is administered, whenever it is possible and safe, before they are admitted into the wards. The House-Pupils in the surgical department, under his directions, shall see that patients are prepared for operations; that those whose cases require it are seasonably and properly dressed; and that the surgical instruments are ready for use and properly taken care of after operations.

ART. 6. They shall keep, under the direction of the Physicians and Surgeons, a daily record of every important fact in the history of the patients, and, as soon as

possible, enter it in a careful manner in the Case-Book of the department, as prescribed in Chapter III, Article 7; and the Case-Book shall be kept at the Hospital, in charge of the Resident Physician, and no volume of its records shall be taken from the house without his consent, and upon a receipt therefor by the person taking it.

ART. 7. They shall record all prescriptions and directions of the Surgeons and Physicians in the mode and manner prescribed by them, and a copy of the same, properly attested, shall be transmitted to the Apothecary as soon as possible after they are given. They shall see that the medicines ordered for the sick are administered at the times prescribed, and with care and neatness. It shall also be their duty to see that the Order-books are properly kept in the several wards, and that the daily orders for the supply of food and liquors are duly entered therein; and on each Saturday night they shall prepare from said books a tabular statement of the total amount for the week of each of the articles ordered in each ward, and transmit the same to the Resident Physician, who shall pass it, or a copy of the same, to the Steward.

ART. 8. Each of said officers shall, when requested so to do, attend and aid the Physicians and Surgeons in post-mortem examinations, and perform all other duties that the Resident Physician, the Physicians and Surgeons, or the Trustees, may, from time to time, require of them. Each of them, before entering upon the duties of his office, shall be required to sign a certificate that he has read the Rules and Regulations of the Board of Trustees, and pledges himself to the faithful observance of such as pertain to his office, so long as he shall occupy the same; and each of them, at the termination of his service, provided he shall have performed his duties faithfully, and, to the satisfaction of

the Trustees, shall receive from them a certificate thereof, under the Seal of the Corporation.

ART. 9. These officers shall be appointed on the first of April, and enter on their duties on the first of May, in each year, the interim being occupied by them in making themselves acquainted with their respective duties.

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## C H A P T E R V I.

### HOUSE-APOTHECARY.

ART. 1. There shall be chosen annually a House-Apothecary, who shall reside at the Hospital. He shall never lodge out of the Hospital, nor leave it at any time, without the consent of the Resident Physician, except at such regular times as may be agreed to by him.

ART. 2. He shall have the immediate care and custody of all drugs, medicines, and other articles belonging to his department, and of all wines, porter, and other spirituous liquors used in the house, and shall be responsible therefor.

ART. 3. He shall compound and make up all medicines which may be prescribed, agreeably to the directions of the Physicians and Surgeons, and with exactness and promptitude ; and he shall purchase no compounds, and, especially, no tinctures, infusions, syrups, or pills, which he can properly prepare himself, unless he is specially directed to do so by one of the Physicians or Surgeons.

ART. 4. He shall deliver no medicine or other article unless the same be duly entered upon the prescription or Order-books, or ordered in writing; and shall permit none to be carried out of the house, unless prescribed or ordered for the use of out-door patients,— which prescriptions and orders shall be entered in a separate book; and in his quarterly report he shall specifically state their number, with his estimate of their actual cost in money.

ART. 5. He shall put up the medicines intended for each ward separately; and shall annex to them labels containing the names of the patients for whom they are respectively prescribed, with written or printed directions for the use of them; and he shall deliver them promptly to the nurses of each ward, to be by them administered to the patients.

ART. 6. He shall keep the shop and everything belonging to it clean and in perfect order, and the same shall remain open from 8 o'clock in the morning to 7 o'clock in the evening, in his charge. He shall observe economy in everything relating to his department, be particularly careful in the preparation and delivery of medicines, and permit no noise, confusion, or disorder in his premises. No liquid medicines, unless specially ordered, shall be put up in larger quantity than a 4-ounce phial will contain, except infusions, decoctions, and those intended for external application.

ART. 7. He shall make all purchases in his department, and of such persons as the Trustees may from time to time select, and, where it is possible, in considerable quantities. All purchases shall be made by his written order, which shall specify each article, the amount, and the date when ordered, and be entered in full in a Pass-book procured for this purpose, and kept in the shop; and whenever he proposes to pur-

chase, this pass-book, with his orders written therein, shall be sent to the party of whom the purchase is to be made, and, as soon as practicable, returned to the Hospital, with the price of each of the articles bought, distinctly set down against the same, in the handwriting of said party or his agent.

ART. 8. He shall, upon entering on his duties, make an inventory of stock on hand in a book procured for this purpose, in which, from time to time, he shall duly enter all new purchases; and once a quarter he shall report in writing to the Resident Physician, the kinds and amount of medicines, liquors, and other articles which he has purchased, and the actual cost of the same; the number of out-door prescriptions he has made up, and their probable cost in money; together with such information and suggestions in relation to the management and condition of his department, as he may deem to be interesting or useful.

ART. 9. It is expected that the Apothecary will continue to discharge the duties of his office during the whole term for which he may be elected, and that if he intends to resign them before its close, he will give the Trustees at least two months' notice of his intention so to do.

ART. 10. He shall be under the general supervision and control of the Resident Physician, and shall follow his directions. He shall also perform such other duties as the Physicians and Surgeons, or the Trustees, may, from time to time, respectively require of him.

ART. 11. No articles in his charge shall be removed from the shop, unless delivered by him, or by his directions.

## CHAPTER VII.

## PHYSICIAN TO OUT-DOOR PATIENTS.

ART. 1. There shall be chosen annually a Physician of good standing in his profession, whose duty it shall be to receive and treat daily, at the Hospital, such sick and disabled persons among the poor, as shall apply to him there for this purpose.

ART. 2. He shall have a place of reception assigned to him by the Trustees, and shall discharge the duties of his office with fidelity, skill, diligence, and humanity.

ART. 3. He may make such rules and regulations for the conduct and management of his department, as he may deem expedient, subject at all times to the approval and revision of the Trustees; and may procure assistants in the discharge of his duties. In difficult or interesting cases, he shall consult with the Visiting Physicians.

ART. 4. Until otherwise directed by the Trustees, he may, in special cases, and where the dictates of humanity evidently require it, by an order in writing, request the House Apothecary to make up any prescription for an Out-door patient, and thereupon, the Apothecary shall comply with the same.

ART. 5. He shall, when requested by the Resident Physician, visit any patient who cannot attend personally at the Hospital, in order to ascertain if he be a suitable subject for admission, and shall report the facts to him, and for this service he shall receive a suitable compensation.

ART. 6. He shall, at each quarterly meeting of the Trustees, present a written report of the whole number

of applicants for relief during the preceding quarter, classified under the headings of disease, men, women, children, Americans, foreigners ; the number treated, and the whole number of prescriptions which he has given ; and annually, in the month of January, he shall make a similar report for the previous year, accompanied by such remarks on the character, condition, and diseases of the patients, as he may think important.

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## C H A P T E R V I I I .

### CHEMIST.

ART. 1. He shall, under the direction and at the discretion of the Physicians, examine the healthy and diseased secretions of the human body.

Under the direction and at the discretion of the Surgeons, he shall examine and analyse all growths, tumors and diseased parts that may be removed from patients by operation or otherwise.

ART. 2. He shall be present at and assist, if necessary, in making all the autopsies, both medical and surgical, that may occur in the Hospital.

ART. 3. He shall report on the appearances and peculiar phenomena presented in his examinations, which reports shall be inserted in the Record of the Cases to which they belong. Whenever, in the discretion of the Physicians and Surgeons, it may be deemed expedient to print the results of his investigations, or accounts of remarkable or peculiar phenomena, he may publish the same under the patronage of the Hospital, when authorized so to do by a vote of the Trustees.

## CHAPTER IX.

## CURATOR OF THE PATHOLOGICAL CABINET.

ART. 1. He shall have charge of the Pathological Cabinet; shall preserve morbid specimens, and arrange them in the way best fitted to make them useful.

ART. 2. Under the direction and discretion of the Physicians he shall examine microscopically the healthy and diseased secretions of the human body.

Under the direction and at the discretion of the Surgeons, he shall examine microscopically all growths, tumors, and diseased portions that may be removed from patients by operation or otherwise.

ART. 3. He shall make all the autopsies, excepting such as shall be made by the Attending Physicians and Surgeons, and shall observe strictly the regulations relating to this matter embraced in Chapter III., Art. 6.

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## CHAPTER X.

## ARTIST.

ART. 1. He shall, under the direction and at the discretion of the Physicians and Surgeons, make accurate drawings of such anomalous and rare cases of disease as shall be useful for future reference and examination.

ART. 2. He shall be present and assist the Physicians and Surgeons whenever his services may be desirable.

ART. 3. All copies and drawings shall be carefully preserved in a portfolio provided for the purpose, and

shall be placed in the pathological cabinet under the care of the Curator, and they shall not be taken from the Hospital without the consent of the Visiting Committee.

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## C H A P T E R X I.

### STEWARD.

ART. 1. He shall have the general care and superintendence of the Hospital building, its rooms and appurtenances.

ART. 2. He shall, under the direction of the Trustees, from time to time, purchase fuel, provisions, furniture, and stores, and shall be responsible for the safe keeping, economical use, and expenditure thereof; and for all his expenditures he shall keep proper and permanent vouchers.

ART. 3. He shall collect and receive all dues from patients, and all moneys coming into his hands, he shall deposit every week with the Treasurer, to be by him placed to the credit of the Hospital; excepting only money, or other valuables, belonging to patients, which he shall receive for safe keeping. He shall keep, in appropriate books, a true and exact account of all his receipts and expenditures, which, with the vouchers, shall be presented every month to the Committee on Accounts, for examination and approval, and, at each quarterly meeting of the Board, he shall lay before the Trustees a condensed statement and analysis of all moneys received or disbursed by him, in behalf of the Hospital, for the previous quarter, together with a certificate that the same has been examined and audited

by said Committee; and annually, in the month of January, a similar statement and analysis for the previous year. For any moneys that he may require for the use of the house, he shall draw his draft on the Treasurer, and the same shall be honored when approved by said Committee; and before entering on the duties of his office, he shall give bonds with sureties in the sum of \$5,000 to account for all sums of money and other property which may come into his hands.

ART. 4. He shall procure such number of nurses, watchers, and ward-tenders, as, from time to time, may be required by the Resident Physician, and hire, pay, discharge, oversee and direct, such other attendants and servants in and about the building, as its necessities may demand, or the Trustees shall direct. He shall see that the attendants and servants faithfully perform their respective duties, and are decent, moral, and sober in their deportment.

ART. 5. He shall see to the proper cleansing of the wards, galleries, stair-ways, and other parts of the house, and to the proper management and conduct of the kitchen, laundry, and warming and ventilating apparatus.

ART. 6. The Steward shall collect the board of the patients; and Out-door patients, when possessed of property, are expected to pay reasonable fees for advice and operations, according to the judgment of the Out-door Physician; and all fees received shall be for the use of the Hospital, unless otherwise ordered by the Trustees.

ART. 7. On notice from the Resident Physician, or, in case of his absence, from one of the House-Pupils, of the death of any patient, he shall forthwith notify the family or friends, in writing, of the fact, with the request that they would come to the Hospital and make

the necessary arrangements respecting his body ; and, when any patient dies, and his body has been laid out and conveyed to a room provided for that purpose, it shall be in his custody, there to remain until delivered to his family or friends, or to the sexton or undertaker, to be decently interred ; and for these things he shall be particularly responsible. No body shall be removed or interred until twenty-four hours have elapsed after death, except at the express request of the relatives. He shall report to the Visiting Committee whether the deceased left any clothes, or articles of value, and shall follow their directions relative to the same.

ART. 8. He shall see that no autopsy is had within twelve hours after such notice shall have been sent, unless with the express consent of the family or friends of the deceased patient, nor in any case when it shall have been expressly prohibited by him, his family, or friends. No autopsy shall be made without the previous knowledge and consent of the Steward. It shall also be his duty to enter every case of autopsy, which takes place in the Hospital, in a register-book, which shall show the name of the deceased, the date of the death, notice, and examination, whether the consent of friends has been obtained or not, and by whom the autopsy was made.

ART. 9. He shall not suffer any person to visit that part of the Hospital which is appropriated to patients, except with the consent of the Resident Physician, and at such hours as are mentioned in Chapter XIV., or as said Physician, or the Visiting Committee, may from time to time prescribe, unless in case of emergency, or by a permit from the President, Vice-President, Treasurer, Secretary, one of the Trustees, a Physician, or Surgeon of the Hospital, or the Physician to Out-door

patients; and he shall cause the gates to be locked at a seasonable hour in the evening.

ART. 10. He shall appoint a suitable person to attend to the delivery of all stores, upon written requisitions in the order-book, and it shall be his duty to see to the cooking and preparation of the food; that it is well cooked, well served, and served hot and according to directions. He shall occupy such apartments only as the Trustees shall assign to him; his table shall be suitably supplied at the expense of the Corporation; and his salary shall be paid quarterly. He shall submit to the Trustees, at each quarterly meeting, a complete list of all persons employed by him on behalf of the Hospital, with their offices and rates of wages.

ART. 11. He shall perform such other duties as the Trustees, from time to time, shall require of him, and shall in all things be subject to the Resident Physician.

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### C H A P T E R X I I .

#### MATRON.

ART. 1. A Matron shall be appointed annually by the Trustees, on the nomination of the Resident Physician. She shall assist the Steward in his duties, and it shall be her special duty to look after the bedding, table-linen, towels, and other household articles required in the establishment, as well in their purchase as use, and attend to their being properly made up, washed and kept; and it shall also be her duty to see to the sweeping and cleansing of the house. She shall visit frequently the wards, superintend the distribution of the books purchased with the income of the Warren

Fund, and make an annual report to its Committee, of the disposition which has been made of the same. She shall also take charge of the General Library, and shall annually report to the Library Committee its condition, the number of volumes received, and if any have been lost or injured, the names and titles thereof.

ART. 2. She shall perform such other duties as the Trustees, or the Resident Physician, may from time to time, require of her.

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## C H A P T E R X I I I.

### ADMISSION AND BOARD OF PATIENTS.

ART. 1. Applications for admission of patients, must be made at the Hospital in Blossom street, between the hours of 9 and 10, A. M., on each day of the week, except Sundays. In urgent cases, however, application may be made at other times. The patient, if able, should in all cases appear at the Hospital in person. If not able to attend, the application may be made at the Hospital by a friend, and the patient will be visited by the Physician to Out-door patients; and no one can be admitted without a certificate, except in case of recent accident.

Applications from the country must be made in writing, addressed to the Resident Physician of the Hospital, by the Attending Physician of the patient, accompanied by a description of the case, and, when a free bed is desired, a statement of the pecuniary circumstances of the patient.

ART. 2. Incurable cases and those of long standing, which admit only of temporary alleviation, are not regarded, in general, as suitable subjects for admission; the great object being to afford substantial medical and surgical relief to as large a number of patients as possible.

ART. 3. No patient shall be admitted having a contagious disease. Persons infected with Syphilis shall not be admitted, except by vote of the Board of Trustees, and when admitted, shall pay not less than double the usual rates of board.

ART. 4. Any Trustee, or either of the Physicians or Surgeons of the Hospital may, in case of emergency, send a patient in the first instance to the Hospital by written permit, and the Visiting Committee shall, on the certificate of one of the medical officers, decide as soon as may be afterwards, whether such patient shall remain, and shall fix the terms of board.

ART. 5. The price of board shall in all instances be so low, as to make the Hospital to as great extent a charitable Institution, as its funds will permit; and in each instance shall be graduated as nearly as possible, according to the circumstances of the patients, and to the accommodation they may receive. When a patient remains only one day, the charge shall be at least one dollar.

The price of board of any patient, as approved by the Visiting Committee, shall not be altered after their term of visiting, unless by the Board of Trustees.

## CHAPTER XIV.

## VISITORS AND PATIENTS.

ART. 1. No visitors, (except as hereinbefore mentioned) shall be admitted to the Hospital without a special permit from the President, Vice-President, Treasurer, Secretary, one of the Trustees, a Physician, or Surgeon of the Hospital, the Physician to Out-door patients, or by the express sanction of the Resident Physician.

On each day of the week, Sundays excepted, from 11½ to 12½ o'clock, friends may be admitted to visit patients in the wards; it being understood that no patient in any ward shall receive more than one visitor at a time; and that no patient in any female ward, shall be visited by a male friend, other than her father, son, husband, or brother.

Patients in private rooms may be visited by their friends at any suitable hours in the daytime, by permission of the Resident Physician; and any patient in the wards may in like manner be visited by friends who reside more than six miles from the city, upon obtaining the like permission.

No one calling to visit any member of the Resident Physician's or Steward's family or an attendant, shall be admitted to visit the wards without the special permission of the Resident Physician.

In all cases, however, the Resident Physician may exercise discretionary powers as to excluding or admitting visitors. Whenever, from any cause, it shall be considered inexpedient for any of the rooms to be exhibited to visitors of the Institution, it shall be so

reported to the Resident Physician by the House Physicians or Surgeons, and, with the exception of the rooms thus designated, the Resident Physician may at any time exhibit to visitors such parts of the establishment as he may think proper.

ART. 2. The patients are expected to be quiet and exemplary in their behavior, and to conform strictly to the rules and regulations of the Trustees and the orders and prescriptions of the various officers in the establishment; and no indecent or immoral conduct in any patient or other person connected with or resident in the Hospital, shall be tolerated by the Resident Physician, who shall forthwith report any such misconduct to the Visiting Committee.

ART. 3. Such free patients as are able, in the opinion of the Physicians and Surgeons, shall assist in nursing others, or in such services as the Resident Physician or Matron may require; and if any persons refuse to perform such acts their names shall be forthwith reported to the Visiting Committee.

ART. 4. No person, except the Physicians or Surgeons of the Hospital, shall speak of the health of a patient in the presence of such patient.

ART. 5. The smoking of Tobacco is prohibited in the Hospital.

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## CHAPTER X V.

### FREE BEDS.

ART. 1. All subscriptions for free beds shall date from the 1st of January in each year, and any individual subscribing one hundred dollars shall be entitled to

a free bed at the Hospital during that year. And on payment of one thousand dollars, or of such sum as the applicant would be required to pay for an annuity of one hundred dollars on the principles of life insurance, he shall be entitled to a free bed for life.

ART. 2. The Trustees shall, at the beginning of each quarter, determine what number of free beds shall be allowed at the Hospital, including such as may have been subscribed for, or for which any permanent subscription or bequest may have been made: *the whole number never to be less than thirty-seven.*

ART. 3. Two of said free beds shall be reserved for cases of accident; to be known as the Sears free beds.

ART. 4. No free patient shall be continued after the term of three months, without a special vote of the Trustees for that purpose.



## RULES AND REGULATIONS

FOR THE

## MCLEAN ASYLUM FOR THE INSANE.

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ADOPTED 1858.

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### CHAPTER I.

#### APPOINTMENT OF OFFICERS AND MEETINGS OF TRUSTEES.

ART. 1. The Board of Trustees shall annually, at their first meeting after the annual meeting of the Corporation, choose by ballot three Practitioners in Physic, and three in Surgery, who shall constitute a Board of Consultation, whose duty it shall be, whenever officially called upon by the Trustees, or the Officers of the Asylum, to render such advice as they may deem most for the true interest of the Institution.

ART. 2. The Trustees shall also as soon as may be after said annual meeting, or whenever a vacancy may occur, elect a suitable person to be the Superintendent of the Asylum, who shall hold his office during the pleasure of the Trustees, or until another shall have been chosen and qualified to act in his stead.

ART. 3. At the said meeting, or whenever it is in their opinion expedient, the Trustees may appoint any other officer or officers, with such duties as they may prescribe.

ART. 4. At said meeting the Trustees shall divide themselves into Visiting Committees, so that a Com-

mittee shall always consist of two Trustees, and each Trustee serve for two months, but so that one Trustee shall go out each month.

ART. 5. There shall be a Quarterly Meeting of the Board of Trustees at the Asylum, on the third Wednesdays of January, April, July, and October, at 3½ o'clock, P. M., or on such other days in said months as they or their chairman shall direct, for the purpose of examining into the general state of the Asylum; at which meeting all reports, books of accounts and minutes relative to the Asylum shall be laid before the Board; and when this Quarterly Meeting falls on the day of the Annual Commencement of Harvard College, it shall be held on the Tuesday previous thereto.

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## CHAPTER II.

### VISITING COMMITTEE.

ART. 1. The Visiting Committee shall meet, at least once in every week, at the Asylum, on such day and hour as they shall appoint. If either of its members shall be unable to attend, he shall procure some other Trustee, or the Treasurer or Secretary of the Corporation to attend in his place.

ART. 2. They shall admit and discharge boarders at their discretion, having regard to the just expectations of the public and the existing state of the Asylum.

They shall fix the rate of board so low, as to make it as much a charitable institution as its funds will per-

mit, always regarding the circumstances of the respective boarders and the accommodation they may receive. The rate of board shall be revised only by the same Committee or by the Board of Trustees. Any boarder removed at the request of friends shall be charged for thirteen weeks' board unless sooner cured. The lowest rate to be charged to a patient is \$4.50 per week.

ART. 3. They shall in all cases require a certificate that the person whose admittance is requested is insane, and also a statement or history of the case, if it can be obtained. On the admission of any boarder, they shall issue their written order to the Superintendent to receive the same, which order shall contain a fixed or a nominal rate of board, and the names of the principal and surety in the obligation to pay expenses.

Instead of a surety, such a *sum of money* as shall be approved by the Visiting Committee, but not less than the amount of board for *thirteen* weeks may be deposited. If a corporate town in this Commonwealth be principal, the obligation may be signed without surety by one or more of the overseers of the poor in said town, who may file with the obligation a certified copy of a vote of said overseers authorizing him or them to execute the same.

ART. 4. In case of emergency, or when it may be inconvenient to apply to the Visiting Committee, either of its members or any other Trustee may admit boarders, subject to the revision of the Committee.

ART. 5. At each stated visit, they shall see each boarder in the Asylum, excepting those who would in their opinion be injured thereby. They shall examine carefully the state of every part of the establishment, and ascertain whether its officers and attendants fulfil their duties faithfully and humanely.

ART. 6. They may direct the Superintendent to

give relief to any boarder, in clothes while resident in the Asylum, or in money when removed therefrom, if in their judgment such boarder may, from extreme poverty or distress need the same.

ART. 7. At the close of each quarter year they shall examine the accounts of the Steward, and certify to the Trustees whether the expenditures have been proper, and whether the charges therefor ought to be allowed, as stated by the Auditor.

ART. 8. They shall make and establish such orders and regulations as they may think most proper to promote the objects of the Institution ; provided the same be not inconsistent with the by-laws of the Corporation or the rules and regulations established by the Trustees.

ART. 9. They shall keep a book of minutes common to every Committee in succession, in which shall be entered the names of all persons admitted and received, or discharged and removed, and of those who have otherwise left the Asylum, or died in it ; also the names of the principal and surety to pay expenses of each boarder, and all other business which may come before them, which book shall be laid before the Trustees at their meetings at the Asylum.

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### C H A P T E R III.

#### SUPERINTENDENT.

ART. 1. The Superintendent shall have the sole direction of the medical, moral, and physical treatment

of the boarders and of their regimen and diet ; and his orders and requests in all respects are to be strictly observed. He, or the Assistant Physicians, shall visit all the patients daily, and as much oftener as may be necessary, and may call consultations whenever he may see fit.

ART. 2. There shall be one or more Assistant Physicians, whose duty it shall be to reside constantly at the Asylum, and under the direction of the Superintendent, devote his or their whole time to the medical, moral and physical treatment of the boarders ; preparing and administering medicines as required, and performing such duties in relation to boarders and visitors as in the opinion of the Superintendent will be most for the interests of the Institution.

ART. 3. The Superintendent shall make to the Trustees, at each Quarterly Meeting, a report setting forth the general state of the Institution, the condition of all boarders removed, and, if any have died, the probable cause of their death, with such suggestions and remarks as he may think useful ; and previously to each annual meeting, he shall lay before them a general view of the Institution and of its results for the whole year.

ART. 4. He shall keep a daily record of every important fact in the history of each patient, and as soon as practicable enter it in a legible manner in a suitable book to be kept for that purpose ; which record book shall remain in his special custody. And no volume of said records shall be shown to any one, except the Assistant Physicians, without the order of the Trustees.

ART. 5. He shall cause a night watch to be organized in both the male and female wards, which shall pass through each gallery every half hour, during each night, from ten o'clock, P. M. to six o'clock, A. M.

And at no time, excepting during the night watch, shall any gallery in either ward be without a person actually present there as an attendant.

ART. 6. He shall inform the Chairman of the Board, by letter, of the death of every patient under his charge, so soon as may be after the happening of the same, and of all the important attending facts and circumstances. And he shall cause all occurrences of any importance, which transpire within the Asylum, to be reported to him by all persons under his authority, as soon as practicable after they take place.

ART. 7. In case of any violent death, he shall cause a Coroner to be summoned.

ART. 8. He shall nominate the Assistant Physicians and the Supervisors, and may require the Steward to dismiss any attendant.

ART. 9. He shall have apartments in the mansion-house for himself and his family, and the services of a chambermaid; his table shall be supplied at the expense of the Corporation.

ART. 10. He shall cause to be kept proper records of the medical treatment of the patients, and see that all prescriptions are duly administered.

ART. 11. He shall, from time to time, give to all persons employed at the Asylum, such instruction and directions as he shall judge best adapted to carry into full operation all the rules and regulations of the same, and make such additional regulations, not inconsistent therewith, as he may think most conducive to the best interests of the boarders and of the Institution, reporting such regulations always to the Visiting Committee at their next visit for their approval.

## CHAPTER IV.

## STEWARD.

ART. 1. The Steward shall have the charge of the grounds, buildings and appurtenances, and see that the same are kept in perfect order and repair, and that all the apartments are duly cleaned, warmed and ventilated.

ART. 2. He shall cause to be kept a record of the name, age and residence of each boarder, with the rate of board, names of principal and surety, time when received and when removed, whether eloped, dead or discharged. At each Quarterly Meeting of the Trustees at the Asylum, he shall report in writing the state of the grounds and buildings, and the improvements which may have been made thereon, the names of all persons hired by him, with their wages, and of boarders received, with the rate of board, and of those removed; and previously to the annual meeting, he shall make a like report for the whole year.

ART. 3. He shall also enter upon a record book to be specially provided for this purpose a minute account of any casualty or remarkable occurrence attending the elopement, discharge or death of any patient, which record shall be shown to the Visiting Committee for their approval, at their first meeting subsequent to the entry of the facts; and thereafter laid before the Trustees.

ART. 4. On the decease of any boarder, he shall give early notice to the friends, and, if requested or convenient, before the funeral. He shall cause the body to be safely kept in a room provided for that pur-

pose, till applied for by the friends, or, after a reasonable time, he shall deliver it to the sexton or undertaker to be decently interred; for all which he shall be particularly responsible.

ART. 5. Subject to the direction of the Visiting Committee, he shall purchase furniture, fuel, stores and other necessary articles, and shall be responsible for the safe keeping and economical use and expenditure of the same. He shall collect and receive all moneys due on account of the boarders, and shall keep the accounts of the Institution.

ART. 6. He shall hire, pay and discharge all attendants and domestics. He shall have them, and all other persons employed by him at the Asylum, under his direction and government; and shall take care that they faithfully perform their respective duties, that they are not guilty of profaneness, intemperance or other immorality or improper conduct, and that they do not bring into the Asylum intoxicating liquors.

ART. 7. He shall employ suitable persons to act as a Night Watch.

ART. 8. He shall at all times, and particularly at their weekly visits, inform the Committee of the state of the Asylum, and give them such information as may be useful or required. He shall weekly report to the Visiting Committee the names of all boarders received and discharged, and shall also furnish them each time with a list of the boarders then in the Asylum.

ART. 9. He shall have apartments in the mansion-house for himself and family, and his table shall be supplied in the same manner as is provided for the Superintendent, and his family shall be allowed the service of one chambermaid.

ART. 10. He shall have special charge of the mansion-house and of the domestics; shall see that the food be properly served in each wing, and that the boarders be supplied with such furniture, clothing and other articles necessary for their comfort, as the Superintendent shall direct.

ART. 11. It shall be his duty to receive the boarders and their clothing, and to cause proper entries thereof to be made; also to receive visitors and give them all suitable information, and show them such parts of the buildings and grounds as are open to their examination.

ART. 12. He shall be authorized to employ a Clerk, not resident at the Asylum, at such salary as the Trustees may direct.

ART. 13. He shall in all things be subject to the orders of the Superintendent.

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## CHAPTER V.

### MATRON.

ART. 1. It shall be the duty of the Matron to look carefully to the female patients, to be with them as much as possible, to direct the nurses in their duty, to see that the inmates are kindly treated, that their food is properly served and distributed, that their apartments are kept clean and in order, properly warmed and ventilated, and that the female attendants in all respects do their duty. It shall be the duty of the Matron, also, to superintend the kitchen, the cooking, the washing and ironing, and take care of the clothes and bedding, and see that they are always clean and in good order.

ART. 2. It is expected of the Matron that she will devote her time to the Institution, and spare no effort to promote the comfort and recovery of the inmates.

ART. 3. She will look into every department frequently, and see to the good order of the whole house. She will direct the labor and amusement of the female patients, and spend as much time with them as her other duties will allow.

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## C H A P T E R V I.

### SUPERVISORS.

ART. 1. A male and female Supervisor shall be appointed annually by the Trustees, on nomination of the Superintendent, by whom they may be at any time removed with the consent of the Visiting Committee.

ART. 2. They shall have the oversight of their respective wings and of the attendants therein, directing them in the management of the boarders according to the general views and particular orders of the Superintendent, and requiring them to treat the boarders at all times in the most kind, humane, and gentle manner, each informing the Superintendent, the Matron or the Visiting Committee, of every violation of the rules and regulations which shall come to his or her knowledge. They shall be in the presence of the boarders as much as possible; shall see that their clothes are taken care of, that their food is properly served and distributed, and that they take the same in a proper manner, that the rooms, galleries and other apartments under their care are kept clean and in good order and properly warmed and ventilated.

ART. 3. They shall see that neither the attendants or boarders bring into the Asylum clandestinely, any drugs, medicines, tobacco, intoxicating liquors, or any newspapers, pamphlets or books, other than shall be approved by the Superintendent, and on all these points shall report to the Visiting Committee.

ART. 4. They shall accompany all visitors (in their respective wings) who may have the permission of the Superintendent to visit any boarder, and shall remain with them during their visits, except when directed otherwise by him.

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## CHAPTER VII.

### BOARDERS AND VISITORS.

ART. 1. The male boarders and the female boarders shall have apartments in buildings entirely separated, and shall be attended solely by persons of their own sex. They shall always be treated with the greatest care, attention and kindness ; and shall be kept as neat in their dress and clean in their persons as the state and nature of their disease will admit. They shall not be confined or subjected to force without the previous direction of the Superintendent, except in cases of immediate danger to themselves or others, or to prevent the immediate destruction of their own clothes, or of other property.

Their apartments shall be kept clean, well warmed and well ventilated. They shall receive good and wholesome food in sufficient quantity, served in a

proper manner. They shall be supplied with newspapers and books, and be provided with all suitable amusements. They shall take exercise by walking, riding, bowling, gardening or otherwise.

The boarders shall attend public worship on the Lord's day when in a suitable condition.

ART. 2. *Visitors.* No person shall be permitted to visit the buildings occupied by the boarders, or to view the grounds or see any boarder, without the consent of the Superintendent.

Visitors shall not be admitted on any part of the Lord's day, or the days of the Annual Fast and Thanksgiving. The Superintendent shall prohibit visits to any boarder, whenever, in his opinion, they will be improper. No visitor shall be allowed to deliver or to receive from any boarder any letter or other thing whatever, without the knowledge and consent of the Superintendent.

In regard to visits, however, the Visiting Committee may give to the Superintendent such instructions as they may think proper.

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## CHAPTER VIII.

### ATTENDANTS.

ART. 1. There shall be one principal attendant in each story of each wing of the Asylum, and as many assistant attendants as may be needed. They shall devote their whole time to the service of the Asylum, excepting that the females may, with the consent of the Superintendent or Matron, mend their own clothes. They shall never be absent without permission.

ART. 2. They shall bestow on the boarders the kindest and most assiduous attentions, and use their utmost endeavors to render them comfortable and happy; join with them and encourage them in all their labor, exercise and recreations.

ART. 3. They shall not leave the apartments under their charge without permission, but shall, as much as possible, be in the presence of the boarders, to suppress all improper conversation and all disorderly and violent conduct. They shall not, without permission, suffer any boarder to go out of the appropriate yards and apartments, and shall be answerable for all elopements arising from inattention or negligence.

ART. 4. They shall not use or have in their possession any tobacco, or intoxicating liquors; nor shall they bring into the Asylum or receive there, any newspaper, pamphlet or book not directed by the Visiting Committee or by the Superintendent. They shall not admit into the Asylum any person whatever; nor shall they receive or deliver for any boarder any article without permission.

ART. 5. The male attendants or servants shall not enter the buildings or yards appropriated to females; nor shall the female attendants or servants enter the buildings or yards appropriated to males without special leave.

ART. 6. The attendants shall accompany the boarders to and from public worship on the Lord's day, and shall not be absent on that day for any other purpose.

## CHAPTER IX.

## DOMESTICS.

ART. 1. As many men and women, to do the cooking, washing, gardening and other necessary work, shall be hired by the Steward as he may think proper, subject to the directions of the Visiting Committee.

ART. 2. They shall strictly observe all the rules and regulations of the Asylum, and all the orders and directions of the Superintendent and of the Steward and the Matron, and shall not be absent without permission. They shall be attentive and industrious, devoting their whole time to the service of the Asylum, and using the strictest economy in all its affairs. The females may mend their own clothes, if they have the permission of the Superintendent or Matron.

ART. 3. They shall regularly, and in rotation, as often as they can conveniently be spared, attend public worship on the Lord's day; but they shall not be absent on that day for any other purpose. Those who use profane language, or intoxicating liquors, or are guilty of immoral or improper conduct, shall be dismissed.

## A P P E N D I X.

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### HOUSE DIET AT THE MASSACHUSETTS GENERAL HOSPITAL.

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THE general house diet of the patients will be prescribed from time to time by the Resident Physician, under the direction of the Trustees, and the special diet by the physicians and surgeons, and their prescriptions, must be rigidly adhered to.

In regard to HOUSE DIET, it is not meant that every article included within this term will be on the table every day; nor that patients are to order any of the articles at their own pleasure, but that they are to partake of such as are prepared for the day, and placed on the table.

When patients believe that particular articles are necessary for them, they will mention this to the medical officer under whose care they are placed, and he will order the same, if he thinks it necessary. He will also give specific orders for diet in any case in which he thinks them requisite; and he will likewise limit the quantity in such way as he believes necessary for the welfare of his patient in any case. If the nurses observe that any patient takes food or drink in excess, it shall be their duty to make the same known to the medical gentleman under whose charge such patient is placed.

When any particular diet is ordered for more than a day or two, it shall be noted on the card on the patient's bed, so that the medical attendant may be reminded of it; and articles particularly expensive shall not be continued longer than necessary for the patient's welfare.

## ACTS AND RESOLVES.

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[1810, c. 94.]

An Act to incorporate certain persons by the name of  
The Massachusetts General Hospital.

SECT. 1. *Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same,* That James Bowdoin, John Adams, Elbridge Gerry, Theophilus Parsons, William Gray, John Thornton Kirkland, Harrison Gray Otis, Christopher Gore, William Eustis, William Phillips, John Quincy Adams, Henry Dearborn, Levi Lincoln, Isaac Parker, Joseph B. Varnum, George Cabot, Perez Morton, Thomas Dawes, Thomas Hazard, jun., Thomas Cutts, Israel Thorndike, Matthew Bridge, Samuel Brown, James Perkins, David Tilden, John Lowell, Samuel Dana, Joseph Story, William King, Samuel Fowler, Marshall Spring, Thomas H. Perkins, Thomas C. Amory, Benjamin Bussey, Aaron Hill, William Heath, Thomas Kittredge, James Prince, Benjamin Greene, Thomas Melville, Joseph Coolidge, Elias H. Derby, John C. Jones, Jonathan Davis, Jonathan Harris, James Mann, Timothy Childs, Daniel Kilham, Benjamin Crowninshield, Arnold Welles, Jonathan Amory, Robert Hallowell, Andrew Cragie, John Warren, Richard Sullivan, and William Payne, together with such other persons as may hereafter be admitted members of the Corporation hereinafter created, according to the By-laws ther eof, be, and they hereby are incorporated and made a body corporate and politic, by the name of THE MASSACHUSETTS GENERAL HOSPITAL, and by that name may sue and be sued, and shall have and use a common seal, to be by them devised, altered, and renewed at their pleasure.

SECT. 2. *And be it further enacted*, That the said Corporation may take and receive, hold, purchase, and possess, of and from all persons disposed to aid the benevolent purposes of this institution, any grants and devises of lands and tenements, in fee simple, or otherwise, and any donations and bequests, and subscriptions of money, or other property, to be used and improved for the erection, support, and maintenance of a General Hospital for sick and insane persons. *Provided*, that the income of said Corporation, from its real and personal estate together, do at no time exceed the sum of thirty thousand dollars.

[SECT. 3. *And be it further enacted*, That it shall be in the power of the Legislature of this Commonwealth, or of any committee or officer, duly appointed by them for that purpose, to introduce into the said Hospital, all such lunatic and sick persons as may hereafter be chargeable to this Commonwealth, and who would otherwise receive support and medical and other necessary aid and assistance at the expense of the public Treasury, as soon as said Hospital may be in readiness, and to have provided for them therein suitable apartments, bed-clothing, board, and nurses, and the most skilful medical advice, free of all cost to the Commonwealth, and at the sole charge of the funds of the Corporation. *Provided*, the whole number of patients so received into said Hospital, at the request of the Legislature, or of officers appointed by them for that purpose, shall at no one time exceed thirty, unless the Trustees of said Corporation shall consent to the admission of a further number of the State's poor.\*]

SECT. 4. *And be it further enacted*, That in consideration of the obligation aforesaid imposed upon said Corporation in the foregoing section, the estate commonly called the Old Province House, with all the lands under and appurtenant to the same, be and are hereby given and granted unto said Corporation in fee simple, to be sold at the discretion of said Corporation, and the proceeds therof to be held and applied, as a foundation of a General Hospital. *Provided, however*, that before such sale shall be made, the said Corporation shall give bond to the Treasurer of this Commonwealth, with surety or sureties, to be approved of by His Excellency the Governor and Council, for the time being, that the proceeds of said sale, with the interest thereon, shall be paid into the Treasury, for the use of the Commonwealth, within five years† from the passing of this act, unless an additional sum of one hundred thousand dollars shall

\* Repealed 1813, c. 42, § 1.

† Further time allowed, 1813, c. 42, § 2.

have been raised and provided by private subscriptions or donations, other than grants from the Commonwealth for the purposes of this act.

SECT. 5. *Be it further enacted*, That the said General Hospital shall be under the direction and management of twelve Trustees, who shall be chosen annually, and shall remain in office until others are chosen and qualified in their stead; four of which Trustees shall be chosen by the Board of Visitors, and the remaining eight by the Corporation aforesaid.\*

SECT. 6. *And be it further enacted*, That the said Corporation may, at their first or any subsequent meeting, choose all necessary and convenient officers, who shall have such powers and authorities as the said Corporation may think proper to prescribe and grant to them, and who shall be elected in such manner, and for such periods of time, as the by-laws of the said Corporation may provide. And said Corporation may further make and establish such by-laws and regulations, for the internal government and economy of the Hospital, as they may think proper, not repugnant to the Constitution and Laws of this Commonwealth.

SECT. 7. *And be it further enacted*, That the Governor, Lieutenant Governor, the President of the Senate, and Speaker of the House of Representatives, with the Chaplains of both Houses, for the time being, be, and hereby are made and constituted a Board of Visitors of the said Hospital; with authority to visit the same semi-annually, and as much oftener as they may think proper, in order to inspect the establishment, and the actual condition of the sick, to examine the by-laws and regulations enacted by said Corporation, [and if they see fit to disallow and annul the same†] and generally to see that the design of the institution be carried into effect, in a careful, tender and effectual manner; and especially to see that the State has its full proportion of patients in the Hospital, as provided in the third section of this act, and that the said patients are suitably attended to, and comfortably maintained.

SECT. 8. *And be it further enacted*, by the authority aforesaid, That in case of the separation of the District of Maine,

\* 1819, c. 31.

† Repealed 1813, c. 42, § 3.

and the erection of it into a separate State, pursuant to the provisions of the Constitution of the United States, the amount of the sale of the Province House shall be carried into the estimate, with the other public property of the Commonwealth.

SECT. 9. *And be it further enacted*, That it shall be lawful for the Corporation, at any general meeting of the members thereof, to alter or change the name of said Corporation, either by substituting the name of any distinguished benefactor, who may contribute a sum exceeding the amount given by the Commonwealth, or by adding the name of such benefactor to the name given to said Corporation by this act, in case the sum so given by such benefactor shall not exceed the sum given by the Commonwealth. And upon such change so as aforesaid made, the said Corporation shall have a right to assume and take such name, and shall have, hold and enjoy all the powers and privileges given by this act, notwithstanding such alteration and change.

SECT. 10. *And be it further enacted*, That James Bowdoin, Esq., be and hereby is authorized to call the first meeting of said corporation, by notification, and therein to appoint the time and place of said meeting: *Provided*, that no notification shall be deemed valid, unless it be published in all the newspapers printed in Boston, for six weeks in succession.

{SECT. 11. *Be it further enacted*, That the Legislature shall have power to alter, amend, or repeal this act, whenever they shall be of opinion that the public good may require it: *Provided*, that no such alteration, amendment, or repeal, shall be made in such manner as to revest in the Commonwealth the grant herein made, or the proceeds thereof, after a private subscription for the purposes of this act shall have been actually commenced.

SECT. 12. *Be it further enacted*, That the said Hospital may be erected in any place not included within the territorial limits of the town of Boston.\*]

[This act passed February 25, 1811.]

\* Repealed 1813, c. 42, § 4.

[1813, c. 42.]

An Act in addition to an Act, entitled "An Act to incorporate certain persons by the name of The Massachusetts General Hospital," passed February 25th, A. D. 1811.

SECT. 1. *Be it enacted by the Senate and House of Representatives, in General Court assembled, and by the authority of the same,* That the third section of the act, incorporating certain persons by the name of the Massachusetts General Hospital, be, and the same is hereby repealed; [and that in lieu of the obligation therein imposed, the said Corporation shall be held and obliged to appropriate out of its funds, annually forever, to the support and maintenance of such sick, poor, and lunatic persons, as may be received into said Hospital at the request of the Legislature, or of any committee or officer appointed as the Legislature may hereafter provide for the purpose, a sum equal to simple interest on the money for which the Province House estate shall be sold; and until the sale thereof, the said Corporation shall be held to keep a correct account of the rents received, to be applied to the maintenance of sick, poor, and lunatic persons, who would otherwise be chargeable to the Commonwealth, as soon as the Hospital shall be erected. And in case the said estate shall revert to the Commonwealth, as by the former and present acts is provided, the amount of said rents shall be paid into the Treasury of the Commonwealth.\*]

SECT. 2. *Be it further enacted,* That a further time of five years, from the twenty-fifth day of February, eighteen hundred and sixteen, be allowed and granted to said Corporation, to raise by private subscriptions or donations, the sum of one hundred thousand dollars for the purposes of their institution, without prejudice to the grant contained in the fourth section of said act.

SECT. 3. *Be it further enacted,* That so much of the seventh section of said act, as empowers the Board of Visitors of said Hospital to disallow and annul the by-laws of said Corporation, be and the same is hereby repealed.

SECT. 4. *Be it further enacted,* That the eleventh and twelfth sections of said act be, and the same are hereby repealed.

[This act passed June 14, 1813.]

\* Repealed, Resolve 1815, c. 171.

[1813, c. 158.]

An Act in addition to an Act entitled "An Act to incorporate  
The Massachusetts General Hospital."

SECT. 1. *Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same,* That the Massachusetts General Hospital be, and the said Corporation hereby is authorized to grant annuities on the life or lives of one or more persons, or for shorter terms of time, on such conditions and with such security, as the said Corporation and the annuitant or annuitants may agree upon.

SECT. 2. *Be further enacted,* That if at any time hereafter it shall appear to the Legislature that the privilege of granting annuities, hereby given to the said Corporation, shall be injurious to the public welfare, the power of the Legislature to repeal this act, authorizing such annuities, shall not be denied or impaired; but such repeal shall not affect any engagement to which said Corporation may have become a party previous thereto. And it shall be the duty of the Trustees of the said Massachusetts General Hospital, to transmit to the Governor and Council of this Commonwealth, for the time being, annually, on the first Monday in January of each year, an accurate account of all annuities by them sold or granted, by virtue of this act, signed by the Trustees, or a major part of them, and attested by the Treasurer of the Corporation.

[This act passed February 24, 1814.]

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[1815, c. 171.]

Resolve on the petition of the Massachusetts General Hospital Corporation, relative to the sale of the Old Province House. 13th February, 1816.

On the petition of the Massachusetts General Hospital Corporation, praying for a modification of the condition on which

the said Corporation is authorized by law to sell or otherwise dispose of the estate called the Old Province House.

*Resolved*, For reasons set forth in said petition, that the authority which the said Corporation now have by law to sell and dispose of said estate, and to apply the proceeds thereof as a fund for a General Hospital, shall be subject to the sole condition, that before a sale of said estate be made, the said Corporation shall give bond to the Treasurer of the Commonwealth, with surety or sureties, to be approved by His Excellency the Governor and Council, for the time being, conditioned, that the proceeds of said sale, with the interest thereon, shall be paid into the Treasury for the use of the Commonwealth, within one year from the date of such sale, unless an additional sum of one hundred thousand dollars shall have been raised by private subscription or donation, for the purpose of the Hospital; any thing contained in the act entitled an act to incorporate certain persons by the name of the Massachusetts General Hospital, and an act in addition thereto, passed in June, eighteen hundred and thirteen, to the contrary notwithstanding.

[1817, c. 25.]

Resolve on the Memorial of the Trustees of the Massachusetts General Hospital. June 12, 1817.

*Resolved*, That the stone to be employed in the erection of the Massachusetts General Hospital shall be hammered and fitted for use, so far as the same can be done, by the convicts at the State Prison of this Commonwealth, in such manner as the Trustees of said Institution for the time being, or their agent, may request, free of expense to said Corporation, as soon as may be, after such stone shall be delivered at said Prison wharf, for that purpose: *Provided*, that nothing herein contained shall be so construed as to prevent or retard the fulfilment of any existing contract for stone work, with any other person or persons whatever. And provided, also, that the materials to be

worked shall be delivered free of expense to the Commonwealth, at such part of the Prison limits as the Warden may direct, and removed from thence when directed by the Warden, also free of expense to the State.

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[1817, c. 180.]

An Act to incorporate the Massachusetts Hospital Life Insurance Company.

SECT. 5. A proviso, That no part of the capital stock aforesaid, shall be divided without the assent of the Visitors and Trustees of the Massachusetts General Hospital, as well as of the Legislature of this Commonwealth.

SECT. 7. That the President and Directors shall, on the first Monday of January, in each year, direct the books of the said Corporation to be balanced and settled up to the thirty-first day of the preceding December, and submit a copy of its balances to a committee appointed by the Trustees of the Massachusetts General Hospital, who shall have power to verify the said balances with the books of the said Corporation, and generally to inspect them ; and on the third Monday of Janmary of every year, the President and Directors of this Corporation shall pay over to the said Trustees, for the use of the Hospital, one-third of the net profits which shall have arisen from the insurance on lives made during the preceding year ; \* \* \* \*

*Provided*, that in case the Trustees of the Hospital fail to signify to this Corporation its appointment of a committee, that then the President of this Corporation shall invite the President of the Hospital to inspect the books, and submit to him the list of balances, and pay him, for the use of the Hospital, the aforesaid third of the net profits which shall have arisen from the insurance on lives.

SECT. 8. That so long as this Corporation shall well and truly pay to the General Hospital the aforesaid share of profit, it shall not be lawful for any persons or Corporation within the

Commonwealth to make insurance on lives upon land, unless empowered so to do, by any future Legislature of this Commonwealth. And whenever any persons or Corporation shall hereafter be thus empowered, the obligation of this Corporation, to pay the Trustees of the General Hospital, for the use of said Hospital, the third part of the net profits, which may thereafter arise on insurance on lives, shall cease; unless the same obligation shall be imposed on such persons or Corporation thus hereafter empowered.

[This act passed February 24, 1818.]

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[1819, c. 31.]

An Act relating to the Massachusetts General Hospital.]

*Be it enacted by the Senate and House of Representatives, in General Court assembled, and by the authority of the same,* That in case of the occurring of any vacancy, by death or resignation, in the Board of Trustees of the Massachusetts General Hospital, it shall be lawful for the remaining members of the Board to fill such vacancy, provided the same shall occur in that part of the Board chosen by the Corporation; and it shall be lawful for the Board of Visitors to fill such vacancy, provided the same occur in that part of the Board chosen by said Board of Visitors, anything in the fifth section of the act, entitled, "An act to incorporate certain persons by the name of the Massachusetts General Hospital," to the contrary notwithstanding.

[This act passed June 18, 1819.]

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[1820, c. 82.]

An Act to exempt certain officers of the Massachusetts General Hospital from militia duty.

*[Be it enacted by the Senate and House of Representatives, in General Court assembled, and by the authority of the same, That from and after the passing of this act, the superintendent and other officers and assistants, employed in and about any department of the Massachusetts General Hospital, not exceeding the number of four in each department, during the time of such employment, be, and they hereby are absolutely exempted from militia duty, notwithstanding they may have arrived at the age of eighteen, and be under the age of forty-five years.\*]*

[This act passed February 15, 1821.]

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[1823, c. 51.]

An Act in further addition to an Act to incorporate the Massachusetts Hospital Life Insurance Company.

SECT. 2. That the agreement entered into, between the Trustees of the Massachusetts General Hospital and the Massachusetts Hospital Life Insurance Company, in words following to wit:—"That the Trustees of the Massachusetts General Hospital, do agree to receive one-third part of the net profits accruing to said Company from insurance on lives by sea and on land, reversionary payments, and generally from all kinds of contracts in which the casualties and contingencies of life, and the interest of money are principally involved, after deducting for the use of the said stockholders, legal interest on the amount of capital actually paid in by them and invested in pursuance of the provisions of their said act, said interest not being calculated on any part of the profits of said stock; *Provided*, the said Insurance Company shall bind itself in writing, to pay over annually to the Trustees of the Massachusetts General Hospital, for the use of said Hospital, one-third part of all their net profits, computed

\*Repealed by Revised Statutes.

on the principle above stated, as well in reversionary payments and all other contracts made by said Company, in which the casualties of life and interest of money are principally concerned, as on insurances on lives, which alone are mentioned in the seventh section of the act to which this is in addition," be, and the same is hereby confirmed.

[This act passed January 17, 1824.]

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[1823, c. 50.]

Resolve on the subject of labor done by the convicts for Insane Hospital. February 11, 1824.

*Resolved*, That the account of the Massachusetts State Prison against the Massachusetts General Hospital, for labor of the convicts on stone work for that part of said Hospital, commonly called the Insane Hospital, amounting to four thousand one hundred and seventy-six dollars and forty-three cents, be considered as coming within the resolve of the General Court on this subject, passed June 12th, 1817; and that said sum be charged to the Commonwealth accordingly, and that the work heretofore done, be, and the same is hereby considered in full of the grant made by virtue of the resolve aforesaid.

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[Revised Statutes, c. 12, § 1.]

The superintendents, other officers and assistants, employed in or about any department of the Massachusetts General Hospital in Boston and Charlestown, and in the State Lunatic Hospital at Worcester, during the time of such employment, are exempted from military duty.

[1835, c. 109.]

An Act to incorporate the New England Mutual Life Insurance Company.

SECT. 1. *Be it enacted by the Senate and House of Representatives, in General Court assembled, and by the authority of the same,* That Ebenezer T. Andrews, George Bond, Willard Phillips, Charles P. Curtis, and Samuel H. Walley, jr., and the persons who may be insured under this act, and their associates, successors and assigns, be, and they hereby are constituted a Corporation by the name of the New England Mutual Life Insurance Company, for the purpose of making insurance upon lives, with all the powers and privileges, and subject to all the duties contained in an act passed in eighteen hundred and thirty-three, chapter eighty-three. •

SECT. 2. *Be it further enacted,* That there shall be an original guarantee capital stock subscribed to the said Corporation, which shall be \$100,000, to be divided into shares by the Corporation, half of which shall be paid in, in cash, before the said Corporation shall go into operation, for the purpose of making insurance; the other half of said stock may be called for by the Directors, from time to time, when they deem it necessary or expedient, and shall be paid in by the holders of the stock, which shall always stand pledged to the Corporation for all such assessments so called for.

SECT. 3. *Be it further enacted,* That, at the first meeting of the Corporation, a number of Directors, not less than eight, shall be chosen by the subscribers to the said guarantee stock, who shall hold their offices for one year, and until others are chosen in their stead; at all subsequent elections of Directors, the number shall be such as may be provided for, by a previous vote of the Directors, or by-law of the Corporation; and in case of no provision on this subject, the number shall be the same as at the first election, one half of whom shall be elected by the stockholders, and the other half by the assured, voting in separate bodies; the Directors shall all be either stockholders or assured, and on ceasing to be such, shall cease to hold said office. The

Directors may choose a President from their own number, or from the stockholders, or the assured, in which case he shall be a Director *ex-officio*. They shall also choose a Secretary, who shall be under oath, and they shall appoint all such officers and servants to transact the business of the Corporation, as they see fit. Each share of the guarantee capital stock shall entitle the holder to one vote, and each assured shall be entitled to one vote in the election of Directors. In case of vacancies in the Board of Directors, so as to reduce the number to less than six, meetings of the Corporation shall be held, and the vacancies shall be filled so as to make the Board consist of a greater number than six.

SECT. 4. *Be it further enacted*, That, except the election of Directors, and except the vote of the assured, provided for in the sixth section, the whole business and affairs of the Corporation shall be under the control and management of the Directors.

SECT. 5. *Be it further enacted*, That, whenever the net surplus receipts of the Corporation, over their losses and expenses, and after providing for risks, shall be sufficient for the purpose, the stockholders shall be entitled to an annual dividend of seven per centum, or to such less dividend as may be agreed upon at the time of subscribing the stock, and in the case of such dividend not being made in any one year, it shall be made good at a subsequent period, when the net resources of the Company shall be sufficient for paying the same.

SECT. 6. *Be it further enacted*, That after providing for risks, losses, incidental expenses, and dividends, as aforesaid, the Directors shall set apart one-quarter of the estimated surplus funds and receipts, as a reserved fund, to be applied to the redemption of the guarantee stock; and whenever, after the expiration of ten years from the time of organizing the Company, the amount of such reserved fund shall be sufficient for the purpose, and the assured shall vote to redeem the said guaranteed stock, the same shall be redeemed.

SECT. 7. *Be it further enacted*, That, upon the redemption and extinguishment of the guarantee stock, under the provision in section sixth, the Directors shall be chosen by the assured.

SECT. 8. *Be it further enacted*, That at the expiration of

every period of five years, from the time of the organization of the Company, the remaining three-quarters of the estimated surplus funds and receipts shall be reimbursed to, and among the assured in manner following, namely : to the holders of policies for entire lives, each of which is insured at an uniform annual premium for the whole life, in the proportion of the whole amount of premiums paid during the preceding five years, and in a corresponding and equivalent proportion upon policies made otherwise than at such uniform rate of premium ; that is to say, the reimbursement shall be made in the same proportion, as if each policy subsisting at the end of each five years had been made at its commencement for an entire life, at an uniform annual rate of premium : *Provided, however,* that the reimbursement to the holder of any policy shall not be estimated upon a greater amount than shall have been actually paid in, on such policy : *Provided further,* that in consideration of any existing policies having at the expiration of any such period of five years contributed, directly or indirectly, to the fund for the redemption of the guarantee stock, a provision may be made allowing a greater proportion of reimbursement on such policies, and preferring those of an older date, before those of a more recent date ; so that each policy shall, so far as may be, consistently with the circumstances of the Company, be reimbursed for the amount contributed as aforesaid to the redemption of the guarantee stock.

SECT. 9. *Be it further enacted,* That the said Corporation shall, on the third Monday of January of every year, pay over to the Trustees of the Massachusetts General Hospital one-third of the net profits, if any, which shall have arisen from insurance on lives, made during the preceding year.

SECT. 10. *Be it further enacted,* That the Supreme Judicial Court shall hear and determine in equity all questions arising between the said Corporation and any stockholder or assured.

[This act passed April 1, 1835.]

[1844, c. 80.]

An Act in addition to an Act to incorporate the New England Mutual Life Insurance Company.

*Be it enacted by the Senate and House of Representatives, in General Court assembled, and by the authority of the same, as follows:*

The New England Mutual Life Insurance Company is hereby authorized to make insurance on lives otherwise than on the mutual principle.

[This act passed March 11, 1844.]

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[1844, c. 177.]

An Act to incorporate the State Mutual Life Assurance Company at Worcester.

*Be it enacted by the Senate and House of Representatives, in General Court assembled, and by the authority of the same, as follows:*

SECT. 1. John Davis, Benjamin Balch, and Clarendon Harris, their associates and successors, are hereby made a Corporation by the name of the State Mutual Life Assurance Company of Worcester, for the purpose of making assurances on single lives, joint lives and survivorships, and for making reversionary payments, on the principle of mutual contribution and mutual participation in the surplus funds, or otherwise, with all the powers and privileges, and subject to all the duties and liabilities contained in the thirty-seventh and forty-fourth chapters of the Revised Statutes, so far as the same may be applicable to this Corporation.

SECT. 2. When one hundred and fifty persons have subscribed to become members of the said Company, by being assured for one or more years, or for the whole term of life, the first meeting may be called for the purpose of organizing the

Corporation, but only one-half of the whole number of Directors shall then be chosen.

Immediately after such organization, books shall be opened for the subscription of a guarantee capital of one hundred thousand dollars, to be divided into shares by the Corporation thus organized, half of which shall be paid in cash, or secured as hereinafter provided for its investment, before the said Corporation shall go into operation for the purpose of making assurances; the other half of said stock may be called for by the Directors so elected, from time to time, when they deem it necessary or expedient, and shall be paid in by the holders of the stock, which shall always stand pledged to the Corporation for all such assessments so called for, and said stock shall be entitled to an annual dividend not exceeding seven per centum on the amount paid in.

SECT. 3. As soon as such amount of stock shall be so subscribed and paid in, as aforesaid, or made secure, a meeting shall be called of the said stockholders, and they shall elect from their own number the remaining half of the first Board of Directors; and at every future election of Directors, until the guaranteed stock shall be redeemed, one-half the number shall be selected from the assured, and the other half from the stockholders, all to be chosen jointly.

SECT. 4. The funds of the said company shall be invested in the stocks of the United States, of the State of Massachusetts, of the City of Boston, and in notes secured by bond and mortgage of unencumbered real estate in Massachusetts, worth three times the amount loaned thereon.

The said Company may hold real estate to an amount not exceeding ten thousand dollars, for the purpose of securing suitable offices for the institution.

SECT. 5. At the expiration of every three years after the expiration of the first year, there shall be a general investigation of the affairs of the Company for the past three years, with an estimate of the surplus funds, which may remain after providing for all risks, losses, and incidental expenses. If it shall appear, after the investigation, that there is a surplus fund more than equivalent to the amount of debts and claims against the funds,

one-third of the estimated surplus funds and receipts shall be set aside, with its accumulations, as a reserved fund, to be applied to the redemption of the guarantee stock; and whenever, after the expiration of ten years from the time of organizing the Corporation, the amount of such reserved funds shall be sufficient for the purpose, and the assured shall vote to redeem the said guarantee stock, the same shall be redeemed. The remaining two-thirds of the estimated surplus funds shall be equitably divided among the existing policies, for one or more years, or for the whole term of life, in proportion to the respective amounts of premium each has paid, either by single contribution, or by uniform annual contributions, and allocated to the original sum insured, as a bonus, or reversionary addition, payable when the policy emerges and becomes a claim.

SECT. 6. Within thirty days after the expiration of four years from the time of organizing the Company, and within thirty days after the expiration of every subsequent three years, the Company shall cause to be made a general balance statement of the affairs of the said Company, which shall be entered in a book prepared for such purpose. Such statement shall contain—

1st. The amount of contributions received during the said period, and the amount of interest received from investments and loans.

2d. The amount of expenses of the said Company during the same period.

3d. The amount of losses incurred during the same period.

4th. The balance remaining with the said Company.

5th. The nature of the security in which the said balance is invested or loaned, and the amount of cash on hand, and the aggregate amount of the sums assured in the existing policies.

6th. The President or Vice-President of the Company shall, within thirty days after the balance statement is made up, transmit a copy thereof, signed and sworn to by the President and Vice-President, and also by the Auditor, Actuary or Secretary, to the Secretary of the Commonwealth, to be by him laid before the Legislature.

SECT. 7. The said Corporation shall, on the third Monday of January, every year, pay over to the Trustees of the Massa-

chusetts General Hospital, one-third of the net profits, if any, which shall have arisen from insurance on lives made during the preceding year.

SECT. 8. So long as this Corporation shall well and truly pay to the General Hospital the aforesaid share of profit, it shall not be lawful for any persons or Corporation within the Commonwealth to make insurance on lives upon land, unless empowered so to do, by any future Legislature of this Commonwealth. And whenever any person or Corporation shall hereafter be thus empowered, the obligation of this Corporation to pay the Trustees of the General Hospital, for the use of said Hospital, the third part of the net profits which may thereafter arise on insurance on lives, shall cease, unless the same obligation shall be imposed upon such persons or Corporation thus hereafter empowered.

[This act passed March 16, 1844.]

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[1845, c. 240.]

An Act to incorporate the Bowditch Mutual Life Assurance Company.

*Be it enacted by the Senate and House of Representatives, in General Court assembled, and by the authority of the same, as follows :*

SECT. 1. Josiah Stickney, Addison Gilmore, and Charles Scudder, their associates and successors, are hereby made a Corporation, by the name of the Bowditch Mutual Life Assurance Company, to be established in the City of Boston, for the purpose of making assurances on single lives, joint lives and survivorships, and for making reversionary payments on the principle of mutual contribution and mutual participation in the surplus funds or otherwise, with all the powers and privileges, and subject to all the duties, and liabilities, contained in the thirty-seventh and forty-fourth chapters of the Revised Statutes, so far as the same may be applicable to this Corporation.

SECT. 2. When one hundred and fifty persons have subscribed to become members of the Company by being assured

for one or more years, or for the whole term of life, the first meeting may be called for the purpose of organizing the Corporation, but only one-half of the whole number of Directors shall then be chosen.

Immediately after such organization, books shall be opened for the subscription of a guarantee capital stock for one hundred thousand dollars, to be divided into shares by the Corporation, half of which shall be paid in, in cash, before the said Corporation shall go into operation for the purpose of making assurances ; the other half of said stock may be called for by the Directors, from time to time, when they deem it necessary or expedient, and shall be paid in by the holders of the stock, which shall always stand pledged to the Corporation for all such assessments so called for, and said stock shall be entitled to an annual dividend not exceeding seven per centum on the amount paid in.

SECT. 3. As soon as such amount of stock shall be so subscribed and paid in, as aforesaid, a meeting shall be called of the said stockholders, and they shall elect, from their own number, the remaining half of the first Board of Directors ; and at every future election of Directors, until the guarantee stock shall be redeemed, one-half the number shall be selected from the assured for the whole term of life, and the other half from the stockholders ; all to be chosen jointly.

SECT. 4. The funds of the Company shall be invested in the stocks of the United States, of the State of Massachusetts, of the City of Boston, and in notes secured by mortgage of unencumbered real estates in Massachusetts, worth twice the amount loaned thereon.

The Corporation may hold real estate to an amount not exceeding thirty thousand dollars for the purpose of securing suitable offices for the institution.

SECT. 5. At the expiration of every three years, after the expiration of the first year, there shall be a general investigation of the affairs of the Company for the past three years, with an estimate of the surplus funds which may remain after providing for all risks, losses, and incidental expenses. If it shall appear, after the investigation, that there is a surplus fund more than

equivalent to the amount of debts and claims against the funds, one-third of the estimated surplus funds and receipts shall be set aside, with its accumulations, as a reserved fund to be applied to the redemption of the guarantee stock; and whenever, after the expiration of ten years from the time of organizing the Corporation, the amount of such reserved funds shall be sufficient for the purpose, and the assured shall vote to redeem the said guarantee stock, the same shall be redeemed.

The remaining two-thirds of the estimated surplus funds shall be equitably divided among the existing policies, for one or more years, or for the whole term of life, either by single contribution, or by uniform annual contributions, and allocated to the original sum assured, as a bonus, or reversionary addition, payable when the policy emerges and becomes a claim.

SECT. 6. Within thirty days after the expiration of four years from the time of organizing the Company, and within thirty days after the expiration of every subsequent three years, the Company shall cause to be made a general balance statement of the affairs of the said Company, which shall be entered in a book prepared for that purpose. Such statement shall contain—

1st. The amount of contributions received during the said period, and the amount of interest received from investments and loans.

2d. The amount of expenses of the said Company during the same period.

3d. The amount of losses incurred during the same period.

4th. The balance remaining with said Company.

5th. The nature of the security in which the said balance is invested or loaned, and the amount of cash on hand, and the aggregate amount of the sums assured in the existing policies.

6th. The President of the Company shall, within thirty days after the balance statement is made up, transmit a copy thereof, signed and sworn to by the President and a majority of the Directors, and also by the Auditor or Auditors, and countersigned by the Secretary of the Company, to the Secretary of the Commonwealth, to be by him laid before the Legislature.

SECT. 7. The said Corporation shall, on the third Monday of January, every year, pay over to the Trustees of the Massachu-

setts General Hospital one-third of the net profits, if any, which shall have arisen from insurance on lives made during the preceding year.

SECT. 8. Whenever any persons or Corporation shall hereafter be empowered to make insurance on lives upon land, the obligation of this Corporation to pay the Trustees of the Massachusetts General Hospital, for the use of said hospital, the third part of the net profits which may thereafter arise on insurance on lives, shall cease, unless the same obligation shall be imposed on such persons or Corporations thus hereafter empowered.

SECT. 9. No policy issued by said Company, shall be binding, beyond the term of time for which the premium thereon, has been fully paid in advance, in cash only ; and these conditions shall be expressed in all the policies of said Company.

[This Act passed March 26, 1845.]

[1846, c. 82.]

An Act in addition to the several Acts incorporating Mutual Life Insurance Companies.

SECT. 1. The net profits of the business of the Mutual Life Insurance Companies incorporated in this Commonwealth, one-third of which they are required to pay to the Trustees of the Massachusetts General Hospital, shall be taken to be the excess of the dividend over six per centum annually, payable by the said Companies respectively to the holders of the guarantee capital stock actually paid in ; and in case the said guarantee stock shall be redeemed, the Company shall continue to pay to the Trustees of the said Hospital the same sum annually that they would have been liable to pay if the said guarantee stock had not been redeemed.

SECT. 2. Nothing herein contained shall be deemed to invalidate or affect an agreement made by and between the Trustees of the Massachusetts General Hospital and the Massachusetts Hospital Life Insurance Company, and ratified by an act of the

General Court, passed January seventeenth, eighteen hundred and twenty-four; nor the rights and duties of the said Corporations under and by virtue of the said agreement.

SECT. 3. This act shall not take effect until the Massachusetts Hospital Life Insurance Company shall have expressed their assent thereto.

[This act passed March 7, 1846.]

[This act was accepted by the Massachusetts Hospital Life Insurance Company, as provided in the third section.]

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[1851, c. 165.]

An Act relating to Insurance on Lives.

Whenever any person or Corporation shall be empowered to make insurance on lives upon land, the right so to do shall be deemed subject to the same obligations for the payment of a certain share of the profits accruing therefrom to the Massachusetts General Hospital as are imposed on the Massachusetts Hospital Life Insurance Company by the laws now in force, unless express provision to the contrary shall be made in the act or acts empowering such person or Corporation to make such insurance on lives as aforesaid.

[This act passed May 15, 1851.]

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